

22 April 2024

MS. HONEY SOFIA V. COLIS

Director, Human Resource Management Office
Visayas State University
Visca, Baybay City, Leyte

Thru: **LUVILLA G. ALCOBER**
Head, LDHRAO

Dear **Ms. Colis**:


The Department of Mathematics is organizing the 2024 Summer Upgrading Program for Mathematics Teachers (SUPMaT 2024) in partnership with the Mathematical Society of the Philippines (MSP) at the Visayas State University on June 3-5, 2024. This seminar/workshop aims to help college-level mathematics teachers enhance their knowledge, sharpen their mathematical skills, and hone their teaching techniques. The primary target participants for this activity are the math faculty from the VSU system. This is also open to SHS and college math teachers from other institutions, particularly from Region 8. The VSU and MSP already formalized the co-hosting of this event through a signed memorandum of agreement (MOA).

In this regard, we would like to request funds from LDHRAO amounting to **eighteen thousand pesos (Php 18 000.00)** to cover the expenses for the resource persons' tokens and fuel for VSU vehicles to be used to fetch and conduct the resource persons from Tacloban airport to VSU (and vice/versa) and for their transportation within the campus.

This activity will allow the VSU faculty to meet and interact with renowned mathematicians and mathematics educators and be inspired to teach and promote mathematics and do mathematical research. Hence, we appeal for assistance from your office, which will significantly contribute to the success of this event.

We look forward to your favorable action on this request. Thank you in advance for your kind assistance.

Very truly yours,


EUSEBIO R. LINA, JR.
Head, DMATH


Noted:


MA. THERESA P. LORETO
Dean, CAS

Recommending Approval:


LUVILLA G. ALCOVER
Head, LDHRAO

Approved:


HONEY SOFIA V. COLIS
Director, HDRMO